

**NAF PERSONNEL OFFICE (VAB)**  
MWR & VQ Oceana, Dam Neck Annex and Northwest Annex  
**VACANCY ANNOUNCEMENT**

01/29/04

Does not confer to Civil Service Status

**POSITION: MAINTENANCE MECHANIC (HVO)**

**ANNOUNCEMENT # VB-27-04**

Grade: NA-4749-08/09/10

Salary: \$10.54-\$12.27

**LOCATION:** MWR Dept, Common Support Division  
NAS Oceana, Virginia Beach VA 23460

**CLOSING DATE:** Open Until Filled

**AREA OF CONSIDERATION: OPEN**

(1) Position (s), Regular Full-time

**NOTE:** No relocation costs will be paid

Direct Deposit of salary is a condition of employment

**DUTIES:** Interprets construction and project renovation blueprints; prepares layouts and sketches and prepares tools, material and equipment purchase requests. Accomplishes carpentry, electrical, masonry and plumbing work assignments from the initial layout to final completion of installation. Constructs buildings and facilities from wood and other types of building materials using exacting measurements to install frame work, bases, rafters, doors, window, paneling and interior and exterior trim. Installs electrical wiring and plumbing in newly constructed facilities. Inspects facilities for safety compliance and ensures corrective action required is reported to the manager. May repair roofs, paint interior and exterior walls, floors or buildings. Interpret and incorporates OSHA rules and regulations to accomplish work assignments. Operates gasoline or diesel powered vehicles with gross vehicle weights of 55,000 GVW or more. These vehicles may include cargo, van, stake trucks, dump trucks, etc. Work also includes properly loading, securing, towing and transport of heavy equipment such a 12-32 ft trailers, tractors, backhoes, front end loaders, etc. to job sites. Must be able to operate same equipment in the performance of construction/repair projects once on site. Ensures that the proper preventative maintenance, e.g. oil change, tire pressure, lights, fuel, etc. are properly maintained in accordance with vehicle requirements and ensures that any/all maintenance issues, broken accessories or equipment (headlights, taillights, tires, brakes, etc.) are repaired immediately. Operates vehicle to transport tools and materials to work site. Performs other duties as assigned.

**QUALIFICATIONS:** Must have knowledge of design criteria to be able to plan, and oversee work in progress, and to manage the maintenance of MWR facilities. Must be able to keep building and equipment in good repair and design in-house self-help construction projects. Must have the ability to effectively manage a complete preventative maintenance program. Must be able to lift 45lbs unassisted. Must have a valid state driver's license. Must possess a thorough knowledge of the mechanical makeup, operation and working relationships of heavy-duty systems, assemblies and parts, including diesel, multi-fuel and gasoline engines. Must have a thorough knowledge of hydraulic lifting, loading, and positioning systems and their mechanical, hydraulic, pneumatic, electrical and electronic controls. Must have the ability to operate heavy mobile equipment weighing 55,000 GVW or more and skill in properly loading/unloading, securing, transporting/towing of light to heavy equipment. **Special Requirements:** This position is subject to an irregular tour of duty, which may include evenings, weekends and holidays. Must possess and maintain a valid state driver's license as travel to assigned work sites is required in the performance of duties. In addition, the Heavy Mobile Equipment Mechanic must possess and maintain a state Class A Commercial Drivers License (CDL) for the state in which employed, UNLESS the incumbent is an off-duty military member, who must possess a valid government Class A CDL.

**-FILING INSTRUCTIONS:** Applicants must submit a completed application and preference documents to: NAF Personnel Office, 875 D Ave, Bldg 531 NAS Oceana, Virginia Beach VA 23460.

**-NOTE:** Applications are available in the NAF Personnel Office. "Unless otherwise specified, all applicants must be 16 and over."

**-EMPLOYMENT PREFERENCES:** To claim a preference, you must submit documents as follows. Explanation and Application for preference are available at NAF Personnel Office. No preference is given unless requested and documented. ACCEPTANCE OR DECLINATION OF A POSITION ENDS ABILITY TO CLAIM PREFERENCE FOR SPOUSE OR IVS APPLICANT.

**-MILITARY SPOUSE:** Must attach a copy of military member's PCS orders and write SPOUSAL PREFERENCE on the front of the employment application.

**- VETERAN:** Attach copy of DD214

**-INVOLUNTARILY SEPARATED MILITARY MEMBERS & DEPENDENTS:** Must attach IVS Hiring Preference information form and one of the following: DD214 or copy of DD1173. ALL IVS PREFERENCE ARE APPROVED ONLY IF DISCHARGE/RE-ENTRY CODE MATCHES ELIGIBILITY LIST.

**-ALL prior military discharged within the past 10 years must attach a copy of their DD214 showing the reason for discharge and re-entry code.**

**-Active Duty Military:** Military regulations require that you obtain a special request authorization (NAVPERS 1336/3) prior to being accepted for outside employment. To be considered for NAF employment, you must attach a completed authorization form to all applications, and include your command POC name and phone number.

*"The Department of the Navy is an Equal Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation or any other non-merit factors."*

Web Site: [www.nsa-norva.navy.mil](http://www.nsa-norva.navy.mil)

JOBS Line: 440-JOBS (5627)

